

STATE CONTROLLER'S OFFICE
PERSONNEL/PAYROLL SERVICES DIVISION
P.O. Box 942850
Sacramento, CA 94250-5878

DATE: March 8, 2002

PERSONNEL LETTER # 02-007
CIVIL SERVICE ONLY

TO: All Agencies in the Uniform State Payroll System

FROM: RALPH ZENTNER, Acting Chief
Personnel/Payroll Services Division

RE: **STATE PERSONNEL BOARD'S CERTIFICATION AND EXAMINATION APPLICATIONS**

PLEASE SHARE THIS INFORMATION WITH YOUR DESIGNATED SECURITY MONITORS WHO PREPARE AND SUBMIT THE PSD125A, SECURITY AUTHORIZATION FORM. THEIR KNOWLEDGE OF THIS INFORMATION IS CRITICAL.

This is to inform you that on March 23, 2002, the State Personnel Board (SPB) will be removing their on-line Certification and Examination (CERT/EXAM) applications from the State Controller's Office system. SPB will have their own computer system for CERT/EXAM.

Effective immediately, the State Controller's Office will no longer be processing security access requests on behalf of SPB for its CERT/EXAM applications. Turnaround PSD125As will reflect the removal of these applications.

For information about telecommunication connections and user access to the SPB's CERT/Exam applications, contact Steve Brown of SPB at (916) 653-1484.

Should you have questions about the PSD125A process, please contact Lisa Losh at (916) 324-5879.

RZ:LL:TSSS